

20 JUL 1970

MEMORANDUM FOR: Director of Personnel


THROUGH : Deputy Director of Personnel  
for Special Programs

SUBJECT : Annual Report — Fiscal Year 1970

1. Attached are reports of the Division operations during Fiscal Year 1970 and statements of plans for Fiscal Year 1971.

2. It is my opinion that the Division has had a highly effective and productive year and our goal for the coming year is more of the same. In this connection we will aggressively continue our efforts to bring to the attention of as many Agency personnel as possible the various programs in the Division. We will seek to improve our existing procedures and likewise attempt to identify functions that can be combined, refined, or eliminated.

3. This report, as in the past, is long but it is necessary to adequately reflect the numerous and varied functions performed.

  
Chief, Benefits and Services Division

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Atts